**NOTICE AND AGENDA OF REGULAR PUBLIC MEETING AND EXECUTIVE SESSION**

**OF THE GOVERNING BOARD OF**

 **FLAGSTAFF JUNIOR ACADEMY & CHILDREN’S HOUSE**

**NOTICE**

Pursuant to A.R.S. 38-431.02, notice is hereby given to the general public that the Governing Board of Flagstaff Junior Academy & Children’s House will convene a meeting open to the public at the time, date and place indicated. Information regarding agenda items may be reviewed in the office of the Executive Director. The Board may vote to convene in Executive Session, which will not be open to the public, to discuss certain matters, as indicated on the agenda. These matters are marked by an asterisk (\*).The Governing Board of the Flagstaff Junior Academy & Children’s House may, by motion, recess into executive session to receive legal advice from the Board’s attorney(s) on any item contained in this agenda, pursuant to A.R.S. 38-431.03(A)(3), at any time during the meeting. The Governing Board may consider any item below in any order and at any time during the meeting. One or more members of the Governing Board may appear telephonically.

If any disabled person needs any type of accommodation, please notify Lori Langan at 774.6007 ext. 202 at least seventy-two (72) hours prior to the time scheduled for the meeting. Copies of the Board packet of information (except for any documents which are to be considered in an executive session) are available by contacting Lori Langan at 774.6007 ext. 202.

Tuesday, June 11th, 2019 5:30 PM at FJA Elementary School

306 W Cedar Avenue, Flagstaff, AZ 86001

**Minutes**

**I. Call To Order**

Dr. Mellinger called the meeting to order at 5:37 p.m.

**II. Roll Call of Members**

Dr. Mellinger took roll. Mr. Firth, Mr. Naleski, Dr. Eadens, and Dr. Heibert were present. Additionally, Mr. Drumm, Mrs. McRobbie and Mrs. Langan were present.

**III. Presentations/Information/Reports**

* + 1. **President’s Report** - The President will provide information to the Board regarding matters pertaining to the FJA Board.
1. Academic Culture – Dr. Mellinger stated that they did have an academic sub committee and feels that the implementation of various programs is in place either this year or for the fall. We also have the preliminary reports regarding AZ Merit scores and those numbers are looking good.
	* 1. **Director’s Report -** The Executive Director will provide information to the Board.
			1. FJA Academic Feature – Mr. Drumm shared that we are in summer session with still a lot going on with Teacher and Administration preparation. At the end of the school year, the Bonito Campus had an academic assembly where the teachers recognize the overall successes of the students. Additionally, we held the 4th grade and 8th grade promotions that we very successful. Overall our AZ Merit scores did increase in Math and our AIMS Science scores we also saw growth. He will share information with the board once he has had an opportunity to share and meet with Teachers to develop any necessary plans. Discussion of AIMS/AZ Merit results and goals will occur in September.
			2. Update on enrollment numbers for the fall – Our Office team has been making phone calls to families and we have had very few families state that they are not returning. We are expecting the enrollment to be strong.
			3. Update of Climate Change Resolution – Attorney review – Mr. Drumm shared that at the last meeting the Board approved the Resolution. Mr. Drumm stated that the attorney did not see any issues with the Resolution that was approve by the board. He also shared that the day following the last meeting, he shared with the students and staff that they would put together a committee this August to act on the Resolution. He received great reception from both staff and students.
		2. **Business Manager’s Report -** The Business Manager will give an update regarding any FJA financial matters.
			+ 1. Profit and Loss – Mrs. Langan review key points of this current school year’s budget sharing that we are currently running at 96.2% of our income. We will be receiving the last equalization payment on June 30th. Additionally, the budget is running at 93.7% of our expenses. Mrs. Langan also shared some of the expenses that we are expecting through June 30th. Some examples are, new laptops for 3 staff members, upgrade of Windows on several staff computers, possibly a new server, maintenance requests and the addition of the new playground.
				2. Balance Sheet – Mrs. Langan shared that we currently have net income of just over $74K with the knowledge that that number is very fluid with payroll runs through the end of the year plus the known remaining expenses.
				3. Preview of FY20 Budget – Mrs. Langan reviewed the projected budget file that has been turned over the Diamond financial who will upload to the budget spreadsheet for the upcoming calls for proposed and adopted budget. She shared that the state approved a 5% increase with 2% to be used by the school for inflation and the remaining 3% for teacher raises. Mrs. Langan reminded the board that they had approved a 1% increase for teacher raises over and above what the state had approved. That has been factored in. The budget for FY20 will give FJA a net income of $4800. Due to the increases in expenditures and salaries over the past few years it was necessary to build the budget on an ADM of 286.

**IV.** **Call To The Public** (Comments regarding matters over which the Board has authority are welcome from the public at this time. A time limit of 3 minutes per person is required due to time constraints. The Board may not discuss or take action on matters raised during the call to the public that are not specifically identified on the agenda. The only action the Board may take as a result of public comment is limited to directing staff to study the matter or scheduling the matter for further consideration at a later Board meeting.)

1. During the call to the public, employee Deanna Hatley read aloud her letter of resignation to the board.

**V.** **Consent Agenda** (All items listed hereunder are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda and will be discussed separately.)

1. Approval of Minutes dated May 14th, 2019 –

Dr. Mellinger: Seconded

Mr. Firth: Made a motion to approve the minutes dated May 14th, 2019

Dr. Eadens: Aye

Dr. Heibert: Aye

Mr. Naleski: Aye

Mr. Leest: Absent

Mrs. Suda: Absent

**VI. Old Business (**Action items are ready for the Board to take adoptive, approval, or other appropriate action on a matter scheduled for action. Items cannot be placed on the agenda after the public posting or advertisement is made.)

1. Discuss long term building projects – Mr. Drumm shared that the Bonito campus is a leased property from FUSD and that as part of the long term goal of finding a more suitable location, Mr. Drumm and Mr. Naleski met recently to discuss an FJA survey that would be sent to FJA parents this fall.

**VII. New Business (** Action items are ready for the Board to take adoptive, approval, or other appropriate action on a matter scheduled for action. Items cannot be placed on the agenda after the public posting or advertisement is made. No action during Executive Session.)

1. Review and or discuss with possible action for approval of the Board Resignation for Mr. Firth.

Dr. Mellinger: Seconded

Dr. Eadens: Aye

Dr. Heibert: Aye

Mr. Leest: Absent

Mr. Firth: Abstain

Mr. Naleski: Made a motion to accept Mr. Firths Resignation of the Board effective June 30th, 2019

Mrs. Suda: Absent

1. Review and or discuss with possible action for approval of the Faculty intramural grants/awards proposal. – Dr. Heibert revised the proposal based on recommendations from the Board and Mr. Drumm.

Dr. Mellinger: Made a motion to approve the proposal with the following changes…Under purpose the statement should read: provide resources to faculty for special projects/field trips/role model guests which they feel will enhance the education of their students. Resources will be granted based upon the merit of proposals. The max level of funding for the winning proposal will be $2,000.

Additionally, the following wording will be added to the proposal: Any equipment purchased through the awarded grant will remain the property of FJA.

Dr. Eadens: Aye

Dr. Heibert: Aye

Mr. Leest: Absent

Mr. Firth: Aye

Mr. Naleski: Seconded

Mrs. Suda: Absent

1. Review and or discuss with possible action for approval of the new Physical Education Teacher contract. Mr. Drumm shared that Mr. Jake Dixon was our Student teacher this last semester. He is young right out of college, a lot of energy and already knows the kids, etc. He will be a great addition to our team. He just graduated from NAU in May with a certification in secondary education.

Dr. Mellinger: Made a motion to approve the contract.

Dr. Eadens: Seconded the motion

Dr. Heibert: Aye

Mr. Leest: Absent

Mr. Firth: Aye

Mr. Naleski: Aye

Mrs. Suda: Absent

1. Review and or discuss with possible action for approval the ideas for implementation of FJA climate change resolution.

Dr. Mellinger: Made a motion to implement a sub-committee, board members, teachers and any stakeholders to formulate a plan related to the Climate Change Resolution.

Dr. Eadens: Seconded the motion

Dr. Heibert: Aye

Mr. Leest: Absent

Mr. Firth: Aye

Mr. Naleski: Aye

Mrs. Suda: Absent

1. Executive Session – Dr. Mellinger requested that we go into Executive Session 7:10 p.m.

The board exited Executive Session at 7:54 p.m.

**VIII.** **Adjournment**

Dr. Mellinger adjourned the meeting at 8:30 p.m.